

PRESPECTIVE GATE ATTENDANT INFORMATION

Attached is a copy of a typical gate attendant contract. It is set up with places to bid on multiple parks at multiple lakes. Bidders can bid on as many parks as they like but of course only one park contract will be awarded per bidder. It is the government's discretion to select a park where one bidder has the low bid on more than one park.

The voluminous contract can be a bit daunting but the real meat of the contract is the Scope of Work which is covered in pages 13 – 23 and 27 – 31. At Lake Whitney we have 15 sets of gate attendants in the summer and 8 sets during the winter. Some of these positions are automatically filled by returning gate attendants under the contract's second option year. All bidders are required to bid on first and second years.

Our summer contracts run from 1 APR through 30 SEP and the winter work is from 1 OCT through 31 MAR. We have Monday through Thursday shifts and a Friday – Sunday shifts. Each shift requires a two person adult team. The day starts at 6 am to open gates and ends at 10 pm when the gate house closes. Contractors are required to live on site with an RV site having full hook ups provided at no cost. The contractor's motor home or travel trailer must be presentable and in good condition. Passing a background check is also a requirement to hold a contractor position.

Basic computer skills are required for the campground gate attendant positions. Dayuse contractors are required to operated an electronic cash register. Being able to maintain a pleasant, friendly demeanor, sometimes under stressful conditions, is a must have characteristic for this type of public relations work. Gate houses are modern, with air conditioning and restroom.

We also anticipate having two gate attendant positions this winter in non-fee campgrounds. These are single person contracts requiring twenty hours of simple maintenance type work in lieu of typical gatehouse fee collection/computer operation duties Friday through Monday.

Upcoming anticipated vacancies this winter include:

- McCown B shift
- Kimball A & B shifts
- Plowman B shift
- Steele C shift
- Cedar C shift

All bidders must obtain a DUNS number at <http://fedgov.dnb.com> and a Central Contractor Registration CCR number at <https://www.bpn.gov/ccr> . In addition, each team must acquire a security bond, at their expense, in the amount of \$5,000. These typically cost around \$100 per year.

The solicitations for upcoming vacancies are announced online at the Federal Business Opportunities website: www.fbo.gov . Typically the announcements for summer positions come out around February and the winter announcements appear around July or August.

Another excellent, non-government, clearing house for folks interested in paid and volunteer RV campground work is <http://www.workamper.com/>. Additional information about Lake Whitney is on our website at <http://www.swf-wc.usace.army.mil/whitney>.

If you have questions please contact the Corps of Engineers Lake Whitney office 254-622-3332 ext 221 or email me at samuel.j.masters@usace.army.mil . Thank you for considering joining our central Texas Corps' recreational team.

Sam Masters
Park Ranger
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